

Executive Committee Meeting Minutes – Monday, February 3, 2003

Chairman Dwyer called the meeting to order at 8:32 a.m. and led the Committee in the Pledge of Allegiance.

Present: Chairman James Dwyer, County Board Supervisors Duane Paulson, Richard Manke, Walter Kolband Patricia Haukohl. **Absent:** Supervisors Duane Stamsta and Kenneth Herro.

Also Present: County Board Chief of Staff Lee Esler, Legislative Advisor David Krahn, Legislative Advisor Mark Mader, Supervisor Rodell Singert, Community Development Coordinator Glen Lewinski, Director Tom Hennen, Airport Manager Keith Markano, Director of Parks and Land Use Dale Shaver, Senior Financial Analyst Mike Baniel, Office Services Coordinator Windy Jicha, Budget Manager Keith Swartz, Senior Financial Analyst Andy Thelke, County Executive Chief of Staff Jeff Landin, Chairman of the Airport Commission Ray Perry, Supervisor Hank Carlson, Enterprise Operations Manager Peter Pulos, Supervisor Kathleen Cummings, Corporation Counsel Tom Farley and Program Manager Don Hoffmann

Correspondence

Chairman Dwyer reviewed and passed out the list of correspondence. He said Supervisors should let Jicha know if they want copies of the items listed.

Discuss and Consider Ordinance 157 -O-114: Approve Appropriation of Community Development Block Grant (CDBG) and Home Investment Partnership Program Income

MOTION: Haukohl moved, Paulson second to approve Ordinance 157 -O-114: Approve Appropriation of Community Development Block Grant (CDBG) and Home Investment Partnership Program Income.

Lewinski said this ordinance appropriates 2002 program income received from the approved CDBG and the Home Investment Partnership revolving loan programs. The ordinance appropriates the program income of \$456,863, received from August 1 through December 31, 2002, to the 2003 expenditure budget for CDBG programs. Increasing expenditure authority will allow additional loans to be made for WCEDC, Community Housing Initiative – Housing Rehabilitation Program, City of Waukesha Housing Rehabilitation Assistance Program, Historic Preservation Fund, Housing Development Fund and the HOME Investment Partnership. The use of the program income loan repayments results in no tax levy impact.

Manke asked if the phrase “the use of the program income loan repayments results in no tax levy impact” should be added to the ordinance? Dwyer said the phrase is in the fiscal note and didn’t need to be added to the ordinance.

MOTION: Haukohl moved, Paulson second to approve Ordinance 157 -O-114: Approve Appropriation of Community Development Block Grant and Home Investment Partnership Program Income. **Motion carried: 4 -1.** (Kolb voted no.)

Approve Minutes of January 20, 2003

MOTION: Haukohl moved, Manke second to approve the minutes of the January 20, 2003 meeting with one correction. **Motion carried: 5-0.**

Future Agenda Items

HOME and CDBG Presentation to the County Board
Activating the Airport Work Group

Discuss Study of the Exposition Center/Airport

Shaver said the county has a master plan that entails these grounds. The unused space attracts larger groups such as the County Fair to the grounds. Events can set up the area to send noise into the airport grounds and away from

neighborhoods. There is plenty of space for excess and overflow parking, camping, stage s, horse trailer parking, etc. Some of the grounds behind Northview can be used if necessary.

Shavers said that this department facilitated a users meeting to gather information. Shavers said he will provide the committee with the results of the focus group. Shavers said every user wanted something different. The one unified comment regarding the Forum Building is that users feel they are being charged adequately. Users feel they are getting a good deal for the rental fees. Use of the Expo generates \$6 million a year for the surrounding communities through spending at hotels, restaurants, retail, etc. The users identified connectivity as a big issue. Many attendees will not visit all the buildings used at an event because of the lack of connectivity between buildings especially if the weather is bad.

Shavers said his department looks at the frequency of use and the value of replacement when deciding if a building should be replaced. It comes down to a cost/benefit analysis. The Expo doesn't rank as high of a priority in the county as health and human services programs but it does provide a niche for users.

Shavers said the most recent capital project that started with a donation by GE enhanced the marketability of the Arena. The project included: painting, dry wall, electrical work for multimedia presentations, ADA updates, bathroom renovations, adjustments to signage, stage modification, etc. The improvements prompted by the capital project have been very positive to the facility but \$150,000 of modifications is still needed. This summer the handicapped parking stalls will be made ADA compliant.

Markanop presented ideas and potentials for the airport grounds. He would like to see Rainbow Road go through and see great potential for properties along the roads such as a family restaurant. A master plan of the Expo should be done because it would benefit both facilities.

Dwyers said he would like to see a focus group comprised of airport users brought together to discuss what they would like to see in the area.

The committee took a five -minute break.

Discuss and Consider Ordinance 157 -O-113: Endorse the Receipt and Expenditure of Federal Funds to Enhance the Automation Activities of Waukesha County Federated Library System Member Libraries

MOTION: Mank moved, Hau kohl second to approve Ordinance 157 -O-113: Endorse the Receipt and Expenditure of Federal Funds to Enhance the Automation Activities of Waukesha County Federated Library System Member Libraries.

Hennens said this grant authorizes the Waukesha County Federated Library System to accept \$85,000 of Library Services and Technology Act funding through the Wisconsin Department of Public Instruction. The grant would modify the 2003 adopted budget and Federal Aid Special Revenue Fund by increasing revenues by \$85,000 and increasing operating expense appropriations by the same amount to cover costs associated with improving library services through shared automated activities. The 2002 grant awarded \$50,000 for the automation of Big Bend and Butler and the 2003 grant awarded \$35,000 for Brookfield and Muskego. The difference in awards is due to rule changes issued to the 2003 grant process.

Carlson said the Federated system allows all Waukesha County residents to have access to the resources of the county's libraries.

Hennens said the shared automation system they are envisioning is one piece of the overall automation in the county. With the exception of Big Bend and Butler, all other libraries in the county have automation technologies.

Brookfield and Muskego will upgrade their technologies with funds from this ordinance. This ordinance does not affect the county levy and if federal funding ended county tax levy would not be provided.

MOTION: Mank moved, Haukoil second to approve Ordinance 157 -O-113: Endorse the Receipt and Expenditure of Federal Funds to Enhance the Automation Activities of Waukesha County Federated Library System Member Libraries. **Motion carried:** 5-0.

Acknowledge Application of TEACH Grant

Hennensaid they received information on this grant ten days prior to the application due date. The grant will assist Waukesha County Federated Library System (WCFLS) member libraries in creating a shared automation system. This project is budgeted to cost \$200,000. The grant will help provide necessary funding for training and technical assistance for libraries that want to join the shared automation system. A shared system will promote greater resource sharing between libraries by making all collections more easily accessible. It will also allow for the subscription database to be accessed from home in the future.

Hennensaid libraries are not allowed to submit TEACH proposals on their own and must partner with a school or CESA. CESA 1 will partner with WCFLS and act as the fiscal agent for grant funds. Funding for this grant runs from January 2003 through June 30, 2004. Grant monies will reduce the amount of startup costs individual libraries will incur to join a shared system. It will also reduce the need for running separate servers and provide a greater level of service to all Waukesha County residents no matter where they live. This grant will partially fund two components to the total automation project. By coordinating training between libraries, money can be saved.

MOTION: Paulson moved, Haukoil second to acknowledge application of TEACH Grant. **Motion carried:** 5 -0.

Discuss Waukesha County Federated Library System Automation

Hennensaid federal and TEACH grants will be used in an attempt to get a shared automation system in the county by 2005. When he began service with the county four years ago, there was a fund balance of \$400,000. He has been running the budget at this level, but now it is appropriate to use some of the fund balance to bring in countywide automation and achieve this long-term plan.

Paulson said fund balances have historically been used for capital and new projects. He would like the fund balance to be used to put all 16 libraries into the shared system with a one-time expenditure. He recommended a carefully laid plan with a one-time expenditure so the fund balance won't be used to offset operating expenses.

Esler asked would the automation be consolidated or federated? Hennensaid it would be federated and standardized. The communities with consolidated libraries will have a library board, budget and operating budget. The 16 libraries will be federated, independent libraries coordinated by Hennen's office. Esler said the tendency of automation is more consolidated. Hennensaid what is important is that things work without actually titling them consolidated or federated.

Discuss Public Safety Foundation of America Grant Application for the Waukesha County Communications Center Capital Project

Banielsaid they were notified with short notice of a grant opportunity for cell phones and 911 technologies and were able to submit the grant by the December 15, 2002 deadline. Most PSAPs do not have the technology to trace and locate 911 cellular call locations. The FCC now requires all cell phones to be made with technology that will generate locating information. This grant would allow the purchase of the technology needed to receive 911 caller location data within 50 -300 meters of where the call is placed. Banielsaid 50% of all 911 calls are cellular. All 911 cellular calls in Waukesha County come through the Sheriff's Department dispatch center. Once it is determined where the emergency is in the county, the calls are forwarded to the appropriate police department to handle.

Hoffmann said by 2005 all cellular phones should have GPS capabilities. By the end of 2003, 50% of the phones must offer this feature.

Hauko asked if the amount of the grant would lower the costs of the dispatch center? Baniels said yes, grant and state funding should reduce the total burden to taxpayers.

Esler asked if there is a difference between equipping a consolidated versus a regular dispatch system with this technology? Hoffmann said the consolidated dispatch center would have Computer Aided Dispatching (CAD) software at each call station. A map will pinpoint the location of the caller. The biggest advantage to this technology is that when a call is transferred, the location can also be transferred to the department handling the call. They will be meeting with SPCC Communications Company where they will get an update on all technology that will be needed for the center and also get cost breakdowns at this point.

Esler asked does the county have to do something to indicate they will receive all 911 cellular calls. Hoffmann said it is the PSAP's decision to make as to whom will receive these calls. It is also the PSAP's decision when they want to use the cellular call locating technology and when to move forward. More than one dispatch center could receive these types of calls. The tower receiver would determine where to send the calls if there is more than one community that has this capability.

Krahns said there is proposed legislation in Madison regarding the \$.75 cents charge per cell phone line. The Public Service Commission will determine the amount charged and allocated. There's an informational hearing on the bill Wednesday. Revenues will be provided to the PSAPs to install and develop E911. The phone companies won't get all the money.

MOTION: Hauko moved, Paulson second, to accept the presentation of the application for Public Safety Foundation of America grant dollars for E911. **Motion Carried:** 5 -0.

Discuss Proposed Code Updates

The committee and Mader discussed and debated the code and questions that need to be asked of Corporation Counsel regarding the code. Dwyer said at the next meeting, the committee will review chapters one through four in order to bring forth an ordinance regarding code changes.

Motion to Adjourn

MOTION: Paulson moved, Hauko second, to adjourn the meeting. **Motion carried:** 5 -0. Meeting adjourned at 12:20 p.m.

Respectfully submitted,

Duane E. Paulson
Secretary